

**PAROLE AGENT II, ADULT PAROLE
SUPERVISOR**

**JOB ANALYSIS
BACKGROUND INFORMATION**

Date of Study: November 7 – 10, 2005

Collective Bargaining Identification: S06

Job Analysis Conducted By: John Barlow
Selections Analyst
Selection Services Section

Number of Incumbents: There are 4 incumbents in this classification
per Department of Corrections Filled/Vacant
Position Report dated September 06, 2005.

Names of the Subject Matter Expert(s):

Nancy Sears, Parole Agent II, AP (Supervisor)

Mrs. Sears has been with the Department of Corrections and Rehabilitation for 18 years. She has served as a Parole Agent II (Supervisor) for a year and a half.

David Albright, Parole Agent II, AP (Supervisor)

Mr. Albright has been with the Department of Corrections and Rehabilitation for 17 years. He has previously served as Parole Agent II (Specialist) for approximately 8 years and is currently a Parole Agent II (Supervisor).

PAROLE AGENT II, ADULT PAROLE (SUPERVISOR) INFORMATION GATHERING

The initial list of tasks and knowledges, skills & abilities statements were identified after conducting a literature review which consisted of:

- State of California, Parole Agent II AP (Supervisor)
- State of Arizona, Parole Officer, Parole Officer Senior, & Parole Supervisor
- State of Hawaii, Parole Officer I, II, III, IV, V, & VI
- State of North Dakota, Parole and Probation Officer
- State of Texas, Parole Officer I, II, III, IV, & V

Other sources were viewed for information (e.g. States of Arkansas, Florida, Michigan, Nevada, Tennessee, and Utah); however, the information was not relevant to the job analysis and therefore not included.